

MASSACHUSETTS NATIONAL GUARD
TECHNICIAN EMPLOYMENT BULLETIN

NUMBER: 11-11

INDEFINITE

14 December 2010

OFFICE OF THE ADJUTANT GENERAL
Human Resources Office
50 Maple Street
Milford, MA 01757-3604
(508) 233-7452/6757 (DSN) 256-7452/6757

SERVICE: *Army Guard*
APPLICATIONS ACCEPTED UNTIL: 13 January 2011
EMPLOYMENT LOCATION: JFHQ-J4, Milford, MA
TELEPHONE CONTACT: MAJ Rene Cote, 508-233-6852

POSITION: LOGISTICS MANAGEMENT SPECIALIST
SERIES/GRADE: GS-0346-09

PDCN: D1232000
SALARY: PA \$ 51,871 to \$ 67,427

APPOINTMENT FACTORS:

<input type="checkbox"/> Bargaining Unit	<input type="checkbox"/> Supervisory/Management	<input type="checkbox"/> Entry Level	<input checked="" type="checkbox"/> Excluded
<input type="checkbox"/> Permanent Position	<input type="checkbox"/> Temporary Promotion	<input checked="" type="checkbox"/> Indefinite Position	
<input type="checkbox"/> Officer	<input type="checkbox"/> Warrant Officer	<input checked="" type="checkbox"/> Enlisted	

AREA OF CONSIDERATION:

✓ All current members of the Massachusetts Army National Guard

COMPATIBLE MILITARY SPECIALTY AND GRADE (Grade Inversion Prohibited):

Compatible MOS: ENL: CMF 92A, 92Y, 92Z WO: 890A, 920A, 920B, 011A* *(except pilots)

Maximum Military Grade	Officer:	Warrant Officer: CW3	Enlisted: SGM
Minimum Military Grade	Officer:	Warrant Officer: WO1	Enlisted: SSG

GENERAL EXPERIENCE: Experience, training, and/or education which demonstrates judgement, analytical ability, and skill in dealing others in person-to-person work relationships.

SPECIALIZED EXPERIENCE: Must have **24 months** experience in the following areas: Experience in identifying activities that are involved in logistical support operations; Experience integrating the actions of a variety of specialized support activities in order to develop a comprehensive logistics plan; Experience in working with people from various levels and backgrounds to elicit their cooperation to perform specific tasks, or comply with regulations, laws, or practices. Comprehensive knowledge of accepted supply system methods, techniques, and standardized automated databases.

APPLICANTS WHO MEET THE ABOVE ELIGIBILITY REQUIREMENTS WILL BE EVALUATED BASED ON THE FOLLOWING KNOWLEDGE, SKILLS AND ABILITIES, (KSAs) WHICH ARE CONSIDERED ESSENTIAL TO PERFORM THE DUTIES AND RESPONSIBILITIES OF THIS POSITION:

1. Knowledge of the organization and functions of areas involved in providing logistical support.
2. Skill in integrating the actions of two or more specialized support activities for the purpose of meeting program goals.
3. Knowledge of the design and operational characteristics of a myriad of logistics STAMISs and their use/relationship to operations management of logistics programs within the supported unit/activities.
4. Ability to monitor such function as program planning, resource and fiscal management, training, manpower management, and/or automated data processing to meet the logistics plan and identify delays or problems.
5. Ability to evaluate problems with new and modified systems, including the logical flow, input errors, interconnections among data fields and program elements within a flow of related programs and resolve or recommend resolution to both logistics and computer specialists.

*****This is an indefinite position, tenure 3, with a time limit determined by the needs of the agency. Any permanent military technician, tenure 1, who is selected for this position will become tenure 3. The selectee will receive the same benefits and entitlements as the tenure 1 employee, but will be considered tenure 3 for purposes of reduction in force. If a permanent resource becomes available, incumbent may be converted to a permanent appointment without competition.**

Job announcements and application procedures are posted on Internet: WWW.MA.NG.MIL

ALL TECHNICIAN HIRES SUBJECT TO THE AVAILABILITY OF FUNDS

THE MASS NATIONAL GUARD IS AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER. MINORITIES AND WOMEN (UNLESS OTHERWISE PROHIBITED) ARE ENCOURAGED TO APPLY.

APPLICATION PROCEDURES

Applicants must submit the following:

1. Resume **OR** Optional Application for Federal Employment (OF-612)
2. 1 Copy - HRO Form 1-1 (Application for Position Vacancy)
3. 1 Copy - HRO Form 1-2 (Mass National Guard Supplemental Questionnaire for Tech Vacancy)
4. Current employees will furnish one (1) additional copy of HRO Form 1-1 to their immediate supervisor. Supervisors will complete the required HRO Form 1-3 (or HRO Form 1-4 for Supervisory positions) within two (2) workdays and forward it to HRO/Staffing.
5. 1 Copy SF - 181 (RACE AND NATIONAL ORIGIN IDENTIFICATION) **(THIS FORM IS OPTIONAL)**

******Please do not submit any additional documentation such as DD-214's, photographs, copies of position descriptions, training certificates, performance ratings (civilian or military), awards, letters of appreciation/recommendations, etc. You may bring them to your interview, if desired.**

As a minimum, applications must contain the following:

- A. The announcement number, title and grade of the job you are applying for. **(HRO Form 1-1)**
- B. Full name, mailing address and day and evening phone numbers. **(HRO Form 1-1)**
- C. State military grade and MOS/AFSC. **(HRO Form 1-1)**
- D. High school/college education. **(Resume or OF-612)**
- E. Information on your paid and non-paid work experience related to the job you are applying for, as well as, all related military experience (i.e. job title, duties and accomplishments, employer's name and address, supervisor's name and phone number, starting and ending dates, hours per week, salary; and indicate if we may contact your current supervisor). **(Resume or OF-612)**
- F. Other qualifications such as job related training courses (title and year); job related skills; job related certificates and licenses (current only); and job related honors, awards and special accomplishments. **(Resume or OF-612)**

All applicants are cautioned against making false statements on their application. By submitting an application for employment applicants certify that, to the best of their knowledge and belief, all of the information on and attached to the application is true, correct, complete and made in good faith. Applicants must understand that false or fraudulent information on or attached to the application may be grounds for not hiring them or firing them after work begins, and may be punishable by fine or imprisonment. Applicants must also understand that any information they give may be investigated/verified. Regardless of the format of the application, candidates must indicate on **HRO Form 1-2** how they possess the Knowledge, Skills and Abilities (KSA's) required of this position. Individual applicants must meet the mandatory qualifications and indicate how they meet these qualifications. Failure to do so will result in the application being returned as ineligible. The following documents are not acceptable as attachments to applications: photographs, copies of position descriptions, training certificates, performance ratings (civilian or military), awards or letters of appreciation. It is illegal to mail applications at government expense.

SUBMIT PAPER APPLICATIONS TO:

JFHQ - MAARNG
ATTN: HRO (Staffing)
50 Maple St.
Milford, MA 01757-3604



SUBMIT ELECTRONIC APPLICATIONS TO:

e-mail to: MA-staffing@ng.army.mil

Information on applying electronically can be found at:
www.ma.ng.mil
(Look under Careers \ Technician Jobs)

TEB's are also posted on GKO/MAKO

SELECTION OF INDIVIDUAL:

- A. Selection will be by review of written application and interview. Applicants who desire a personal interview must indicate it on their HRO form 1-1.
- B. Applicants claiming educational achievements on their application must bring certificates with them when interviewed.
- C. Assistance in preparing applications is available by contacting the Military Technician Staffing Section (508) 233-7452/6757 or DSN 256-7452/6757. For assistance in completing federal job applications/resumes, please see OF 510, "Applying for a Federal Job". This form is available on OPM's World Wide Web site at www.usajobs.opm.gov, and on other automated federal job information systems.
- D. Applicants must possess or be eligible for the appropriate level Security Clearance.
- E. Candidates must possess a valid State driver's license for the State in which they live or are principally employed.
- F. **CONDITION OF EMPLOYMENT:** Employee will be required by law to participate in Direct Deposit/Electronic Fund Transfer program.
- G. **PCS MOVE: EXPENSES NOT AUTHORIZED**
- H. **APPLICANTS SHOULD CONTACT THEIR INCENTIVES MANAGER TO DETERMINE IF ACCEPTING THIS POSITION WILL AFFECT ANY BONUS RECEIVED FROM THE MILITARY.**

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